

Iowa Board of Nursing
RiverPoint Business Park
400 SW 8TH St., Suite B
Des Moines, IA 50309-4685

**Instructions for Requesting Waiver of Head of Program or
Nursing Faculty Qualifications**

Additional information about granting of individual waivers from rules adopted by the board is found in 655 IAC 15, available at the board's website, www.iowa.gov/nursing.

The board of nursing has the authority to suspend in whole or in part the requirements or provisions of a rule as applied to a licensee on the basis of the particular circumstances of that person.

The burden of persuasion rests with the petitioner to demonstrate by clear and convincing evidence that the board should exercise its discretion to grant a waiver from a board rule.

Unless other arrangements have been made, the board will grant or deny a petition at the time of the next scheduled quarterly meeting. Items for consideration by the board are due in the board office three weeks prior to the scheduled meeting. The board meeting schedule is available on the board web site.

Materials to be submitted by the head of the program or by the administration of the educational institution:

1. Petition for waiver
2. Letter from the head of program or administration of the educational institution explaining the extenuating circumstances that preclude compliance with the rule and efforts to hire qualified personnel, including time frame.
3. Resume of the individual who waiver is being requested for.
4. Confirmation of the individual's enrollment in an education program and official plan of study to meet educational qualifications pursuant to 655 IAC, Chapter 2.
5. Additional information the educational institution feels would be pertinent to grant a waiver from board rule.